

**Finance Committee  
July 6, 2009  
5:45 PM  
Minutes**

**Call to order:** Mr. Deeds called the meeting to order at 5:51pm

**Roll Call:** Present for roll call was Mr. Deeds, Mr. Paini and Mrs. Mershon.  
Also in attendance: Mayor Ebert, Nanisa Osborn (Finance Director), Chris Strayer (Development Director) and Matt Peoples, (Public Works Director).

Mrs. Mershon moved to excuse Mr. Jarvis from the meeting. Mr. Paini seconded the motion.

**VOTE:**       **AYES:**       **Mr. Deeds, Mr. Paini, Mrs. Mershon**  
                 **NAYS:**  
                                  Motion Carried.

Mrs. Mershon moved to approve minutes of the June 1<sup>st</sup>, 2009 Finance Committee meeting. Mr. Paini seconded the motion.

**VOTE:**       **AYES:**       **Mr. Deeds, Mr. Paini, Mrs. Mershon**  
                 **NAYS:**  
                                  Motion Carried.

**Pended Items:**

**09-15       2010 Operating Budget**

Ms. Osborn just wanted to give Finance Committee members a chance to get any questions answered before the Public Hearing this evening. Mr. Deeds asked when the budgets are due.

**New Items for Discussion**

**---Request for Executive Session to discuss a Personnel Matter**

Mr. Deeds moved to go to Executive Session; seconded by Mr. Paini.

**VOTE:**       **AYES:**       **Mr. Deeds, Mr. Paini, Mrs. Mershon**  
                 **NAYS:**  
                                  Motion Carried.

Time out: 5:55pm       -       Time in 6:19pm

**09-17                    Ordinance to Authorize Depository Agreement with JPMorgan Chase Bank, NA**

Ms. Osborn stated that she is trying to get several depositories available to the Village so that we can use the competitive rates and investments. Ms. Osborn brought an example of their depository agreement which will need to have some modifications made before being suited to the Village's needs.

Mr. Deeds moved to take this matter to full council. Mrs. Mershon seconded the motion and will sponsor the legislation.

**VOTE:            AYES:            Mr. Deeds, Mr. Paini, Mrs. Mershon**

**NAYS:**

Motion Carried.

**09-18                    Street Department**

Mr. Peoples noted that they came up with some issues that they have as far as the way the department is structured and managed. There is one supervisor for seven employees (ten employees when there is seasonal help). That leaves a lack of supervision out in the field. Individual crews are out doing multiple jobs. There is no set process for promotion. The job descriptions are outdated.

Mr. Peoples came up with the solution of creating a Street Department hierarchy. This will create job descriptions for two new Foreman positions, establish a process for promotion and advancement, revise a Class II job description to include limited supervisory duties, revision of Class I description as well, insert Shawn Starcher as interim manager and re-hire Ed Snyder as a part-time manager. Mr. Peoples presented an organizational chart to show the hierarchy and information on the various pay scales.

The Foreman position pay scale would fit well into our structure and the cost savings to the Village in salary alone would be over \$3000 a year with making all these changes. He is looking at implementing these changes within Water and Waste water Departments as well.

Mrs. Mershon asked how it would be determined who would become the Foreman. Mr. Peoples discussed the individuals that are interested in the position and their qualifications.

At the next meeting, there will be updated job descriptions brought forth.

**Development Director's Report:**

Mr. Strayer stated that Manifold and Phalor has purchased a lot and will be getting their engineering figured out so they can get started on a new development in the industrial park. AK Athletic is also moving forward with their expansion.

The Thoroughfare plan final draft has been submitted to us and it is being reviewed internally and will go in front of the Committee of the Whole in August.

The multi-purpose pathway plan was presented and will eventually go into the Thoroughfare plan.

The AR-1 rezoning is underway. A couple properties are vacant and the owners are coming in to meet with Mr. Strayer to facilitate their re-zoning.

Mayor Ebert noted that there are seven new housing sites being worked on in town. That is a definite improvement over last year.

**Finance Director's Report:**            See written report.

**Other Business:**

Next Meeting will be August 3, 2009 at 5:45 PM

Mrs. Mershon moved to adjourn this meeting of the finance committee and was seconded by Mr. Paini.

**VOTE:**            **AYES:**            **Mr. Deeds, Mr. Paini, Mrs. Mershon**

**NAYS:**  
Motion Carried.

Meeting adjourned at 6:38pm